



Our Reconnection Plan
September 2020



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Current guidance

The Government guidance released on 2nd July 2020 provided us with a context for their decision to request that schools open to all children from September and issued guidance for schools to adhere to and manage when opening. The guidance issued can be found in full [here](#).

At Whitehouse Primary we have been working hard on our plans for a full reopening ensuring that we:

- fulfil the expectations required of us;
- ensure that the safety of everyone is paramount in all our decisions and actions;
- continue to provide a high quality, well balanced curriculum to best support our pupils in their education.

Keeping children and staff safe

All schools must comply with health and safety law which requires them to assess risks and put in place proportionate control measures. Essential measures include:

- a requirement that people who are ill stay at home;
- robust hand and respiratory hygiene;
- enhanced cleaning arrangements;
- active engagement with NHS Test and Trace;
- formal consideration of how to reduce contacts and maximise distancing between those in school, wherever possible, and minimise potential for contamination so far as is reasonably practicable.

All schools have been provided with a set of actions to 'prevent' and 'respond to infection' which are summarised below:

Prevention:

- minimise contact with individuals who are unwell
- clean hands thoroughly and more often than usual
- ensure good respiratory hygiene - 'catch it, bin it, kill it'
- enhanced cleaning
- minimise contact between individuals and maintain social distancing wherever possible
- where necessary, wear appropriate personal protective equipment (PPE)

Response to any infection:

- engage with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

Class and phase 'bubbles'

We will group each phase (Foundation, KS1, LKS2 and UKS2) into 'bubbles' which will remain consistent and separate from other 'bubbles'.

For the majority of their time in school the children will be in their own class bubble with their own teacher and support staff, but at playtimes and lunchtimes they will be separated into phases that will only have limited contact with other phases.

This will *'make it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible'*.

Attendance

All children will be welcomed back to Whitehouse Primary School from Monday 7th September and attendance is mandatory. Please see the updated attendance policy on the school website for further information on this.

We support the government here which notes:

- *parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;*
- *schools' responsibilities to record attendance and follow up absence;*
- *the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.*

Shielding children

Shielding advice for all adults and children will pause on 1st August. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, please contact a member of the SLT team and we will work with you to support your child the best possible way we can.

Before Your Child Leaves Home in The Morning

Please check for any of the following symptoms

- a high temperature;
- a new, continuous cough;
- a loss of, or change to the sense of smell or taste.

If any of these symptoms are evident do not send them to school, contact our absence line on 01908 533288 or email enquiries@whitehouseprimary.co.uk.

Government advice must be followed, it can be found here.



Travel to and from school

In accordance with our current risk assessment, we encourage parents, staff and pupils to walk, use a scooter or cycle to school if at all possible. Children and families should ensure they are following social distancing guidelines whilst travelling to and from school.

Face coverings are required at all times on public transport (including for children, over the age of 11).

Morning Drop Offs

First day back – Monday 7th September

Children in Years 1-5 will be given an allocated time between 8:30 and 9:00 to arrive on Monday 7th and Tuesday 8th September to meet their new class teacher, show the children their new entrance to their classroom, how they will come into school and where to sanitise their hands. The class cones will be located in the main car park.

As the Year 6 pupils will be in the same classrooms with the same teachers as last year, they will enter the school site on their own and make their way to their new classroom.

To ease congestion, we will continue to have staggered start and finish times. It is important that we do not have parents congregating at the school gates and that we limit the number of interactions across bubbles.

We would encourage only 1 parent/adult to drop off and collect to help minimise the number of adults on site.

Parents will not be allowed on the school site - after the first 2 days, we ask you to kiss and drop at the gate in the mornings. There will be lots of familiar staff to welcome the children and guide them to their classrooms.

Morning - Drop Off Times

Year Group	7 th and 8 th September	9 th September onwards
1 and 2	8.30am Please line up at your class cone on a white dot, keeping a social distance.	8.30-8.45am Please enter the school via the car park gate or Vaynol Way and your teacher will meet you at the classroom door.
3 and 4	9.00am Please line up at your class cone on a white dot, keeping a social distance.	8.30-8.45am Please enter the school via the car park gate or Vaynol Way and your teacher will meet you in the classroom. A member of staff will be at the Year 3 and 4 entrance to help you.
5	8.45am Please line up at your class cone on a white dot, keeping a social distance.	8.30-8.45am Please enter the school via the car park gate or Vaynol Way and your teacher will meet you in the classroom.
6	8.30-8.45am Please make your way into school via the car park entrance or Vaynol Way entrance and meet your teacher in the classroom.	

End of the day – Collection

To ensure we are minimising contact and ensuring social distancing at the end of the day, parents will not be allowed on site.

The children will be brought out to their parent/adult at their allocated time. Parents are requested to line up at the child's class cone and the class will be brought out to the line. Once your child's class has been brought out and you have collected your child, please leave the line and the school site as quickly as possible to allow the next group of parents to line up to collect their children.

Please can parents ensure they are on time to ensure a swift collection. This system has been working very effectively during reopening for the priority year groups, however in September there will be a greater number of pupils being collected and shorter period of time between each collection. This is to support families with siblings.

Year Group	Time and Collection Point
Foundation	3.00pm Please wait at the allocated cones in the car park.
1 and 2	3.10pm Please wait at the allocated cones in the car park.
3 and 4	3.20pm Please wait at the allocated cones in the car park.
5 and 6	3.20pm Children will be allowed leave school on their own. Please arrange a meeting point with your child if they are not walking home.
Nursery	3.30pm Please wait at the cones in the Nursery area and your child will be brought out to you.

****Please note we will review the collection arrangements regularly in September to ensure they are working effectively and we are happy with the safety precautions in place. Please be aware we will make amendments to timings if we feel it is necessary.**

Nursery and Foundation

Nursery and Foundation children and their parents have been invited to individual sessions to meet their teacher in September 2020.

Foundation children will start school on part time hours for the first week to ease transition to school. The children will either attend for a morning or an afternoon and will receive a separate letter from the Early Years Team with their timings.



Foundation

<u>Date</u>	
Monday 7 th and Tuesday 8 th September	'Time to talk' visits
Wednesday 9 th and Thursday 10 th September	Children attend a morning 9.30am-11.30am or afternoon session 1.30-3.30pm.
Friday 11 th September	All foundation children in school 9.30am – 2.00pm. Your child will be able to have a hot meal or bring a packed lunch.
Monday 14 th September onwards	Children in full time. 8.45am - 3.00pm

At drop off time please line up with your child at the cones on the car park. Please line up on the white dots, keeping a social distance from the other families. The class teachers will meet you there. At collection time please wait in line at the cones and your child will be brought out to you by their class teacher.

Nursery

Nursery children have been allocated some settling in sessions to allow a gradual intake of children so that they can familiarise themselves with their new environment and the Nursery team can get to know the child in a small group. Individual virtual "Time to Talk" sessions have been scheduled for the week commencing the 1st September. Each family will receive an individual letter with their settling sessions in the Nursery setting.

On arrival at school, children in Nursery will have to enter the building on their own, saying goodbye to their parent at the external door to the Nursery where they will be greeted by the Nursery team. Where possible, please limit the number of adults accompanying a child to school or collecting them at home time to one per child.

Arrangements in school

Children in EYFS (and Year One in the autumn term) will be following a free flow, play-based curriculum. Whole class teaching sessions will be no longer than 15 minutes and all classrooms will be well ventilated. It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS. This means that children will come into contact with all the children in their class and they are likely to come into contact with all the children in the year group during outside free flow and lunchtimes. Children will wash their hands often and surfaces and equipment will be regularly sanitised.



Learning resources

For individual and very frequently used equipment, such as pencils and pens, staff and pupils will have their own items that are not shared. Classroom based resources, such as books and games, can be used and shared within the class bubble; these will be cleaned regularly, along with all frequently touched surfaces. In KS1 and KS2, resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

Assemblies

There will be no traditional whole school or key stage assemblies during the first part of the autumn term and these will be replaced by a Virtual Celebration Assembly, which will be watched by children in multiple classrooms on touchscreens.

We are keeping an open mind about Harvest, Diwali and Christmas productions but all should be aware that, even at this early stage, full-scale productions look unlikely in the autumn term.



Reading Books

Reading books can still be brought home, however on their return to school, they will be placed in a box and left for 72 hours before returning to the shelves. If your child has a reading book at home, please return it on the first day back in September.

Enhanced cleaning regimes

Since lockdown and opening for keyworker children, our school has had enhanced cleaning systems in place and has also been regularly deep cleaned. We have adjusted our cleaning rotas with our site team to ensure that more regular cleaning goes on during the school day – with particular attention paid to those surfaces that are frequently touched like door handles. School staff not normally involved in these duties like teachers and support staff have also been helpful in keeping their own classrooms clean and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.

Coats and bags

As children have their own cloakroom facilities in their individual classrooms, coats and bags can be left in their normal places. Please keep items brought into school to a minimum as much as possible.

The importance of fresh air

Windows and doors will be left open as much as possible to aid ventilation. Teachers will plan many outdoor learning activities and therefore it is essential that the children come suitably dressed for all weather possibilities.

Activity clubs

There will be no outside providers for activity clubs in the autumn term (e.g. karate, Teddy Tennis etc.) and where additional clubs are run 'in house' by school staff, they will be restricted to children from a phase group only.



School office

School offices will remain closed to personal visitors. Parents should do all they can to ensure that children have all that they need for the day (e.g. packed lunches) at the start of the day and if there is an instance where their child needs to be collected at a different time, they should telephone the school to make arrangements. Senior staff will then arrange to meet parents with their child in the open air.

All other communication should be done by telephone or e-mail as far as possible.

Communication

Communication with parents is really important to us. Due to the current restrictions, we would request that meetings with members of staff are by prior arrangement only so that social distancing and safety precautions can be put in place. Please do this by emailing enquiries@whitehouseprimary.co.uk or telephoning the office 01908 533288 who will support you in making these arrangements.

Please keep face to face conversations to a minimum at the school gates.

Behaviour

An addendum to our behaviour policy was formulated in June 2020 when the first groups of children returned to school. We have put a new behaviour policy on the website to reflect the changes in how behaviour is tracked but the addendum remains at the end. In the addendum, we have had to change some of our expectations around pupils' behaviour and make these clear to all. In these times of heightened risk to our health, it is important that children and staff are aware that behaviour which jeopardises the health of others, is taken very seriously.



Our Whitehouse values and ethos remain unchanged, and children are expected to uphold them.

In addition to our Whitehouse school rules of **Ready, Respectful, Safe**, children must be aware of the new requirements in the addendum namely that they must:

- Stay at least 1+ metres apart from each other wherever possible (with a common sense approach taken to EYFS and younger pupils);
- Use their own specific equipment (including resources) and not share any of these;
- Not share any food, drinks, cups or water bottles;
- Work, eat and play in our designated group and minimise contact with children from other groups (including in the playground, anywhere on the school site and on their way to and from school)
- Move around school as instructed by their teacher/adult and avoiding other people
- Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash their hands
- Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds (e.g. by singing Happy Birthday twice) or with hand sanitiser if soap and water are not available.

It is essential that the children listen to and follow instructions at all times and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches. Any child who is unable to do this is risking the safety of themselves, other children and staff and we will ask parents to collect them immediately. A risk assessment will then be completed to determine whether it is safe to have the child back in school. If we deem a child to be unsafe to have in school, we will work with parents to arrange provision the child can access safely.

School lunches.

We intend to have a full school offer for hot lunches again from the 7th September provided by Two Mile Ash School with a return to the normal payment arrangements via our Parent Pay Booking System.

Year 3 parents should be aware that universal free school dinners do not apply in KS2 and that payment for meals booked will be required.



If parents are unsure about whether they are entitled to free school meals and need to pay or not, they should contact the school office. We are aware that many families' situations have changed due to the COVID-19 pandemic and therefore if you could now be entitled to free school meals and the pupil premium funding, please contact the school office and we will support you with this.

We have arrangements in place to ensure that during lunch time, separation between 'bubbles' is maintained. Children will always have the chance to wash their hands before eating.



Packed lunches

Please ensure your child has all the cutlery they need and their meal is easy for them to manage on their own.

Availability of water on site

All pupils should have their own school water bottle that is untouched by other children or staff. No water fountains are currently available at school. Water is available in school to refill children's own water bottles. Disposable plastic cups may also be available that should be thrown away after use.



School uniform

It is an expectation that all children will wear the approved school uniform. We expect our children to take great pride in their school and this is reflected in the way they dress.

As we are an active school, we encourage the children to come in their Whitehouse PE uniform every day so they can join in all the physical activities in practical and comfortable clothing.

If your child would rather wear a formal uniform, when they have a PE day or if they have a sports club after school, they need come in dressed in their active uniform and stay in it all day.



Formal Uniform



NEW for September 2020

In September we will launch our **House T-Shirts**. There will be many opportunities during the year to work as a House Team in various events – some sporting, some creative, team building, academic and really build the Team Spirit.

If you are new to the school, you will be allocated a House.



Fire (Red)



Earth (Green)



Water (Blue)



Air (White)

Uniform Supplier

Maisies is our uniform supplier. They are following social distancing protocols and have additional safety measures in place at their shop in Wolverton.

Uniform can also be viewed and ordered online
www.maisies-superstore.co.uk/whitehouse-primary/

For any questions please contact Maisies on 01908 313313.

Curriculum for reconnection



Whilst we are confident that many children will quickly 'bounce back' after the lockdown we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time.

In September we have planned to begin our updated PSHE curriculum and we have now reconfigured this for autumn 2020 so that work in all year groups centres on health and wellbeing.

Collective positive mindset – contextualising the lockdown

At Whitehouse Primary, we do not feel that it is helpful to focus on what has been 'lost' during the shutdown. A young person's school career is typically 468 weeks long and most children have been out of school for 14 weeks, which represents below 3% of their total school career. Moreover, during that time many of our children have been working hard and producing good work and have benefited from time spent with their families, exploring and experiencing different opportunities to grow, learn and achieve in different contexts. Our staff will remain calm and measured in September knowing that whatever the situation, we have the staff with the best knowledge and experience of how to teach, support and help our children in 'closing the gap' where required. We will not make our children worry unnecessarily or make them think that things are worse than they are and where issues present themselves, our language will reflect our established 'growth mindset' philosophy – *'you can't do it yet'*.

Assessment

Our teachers will make adaptations establishing 'what has to be learned' rather than sticking rigidly to our usual long term plans. Class teachers will use their own expertise to establish starting points for each class in the autumn term and will likely have to take 'a step back' in order to help children then move forward with confidence but each child and class will be different. In schools, this way of assessing what should be taught next is known as 'formative assessment', that is the judgements teachers make on a day-to-day basis during class work which allow them to assess attainment and progress. To strengthen routines, relationships and resilience it is important that, in a measured supportive way, teachers and children get back to established ways of working rather than spending too long on a formal testing regime, especially when children's confidence will be low.

Broad and balanced curriculum

Although there are some restrictions in place (e.g. singing in large groups) we fully intend to continue with our normal ambitious and broad curriculum in all subjects from the start of the autumn term. We will make use of existing flexibilities to begin at appropriate starting points for all our children and this may mean that not all subjects are taught every term.

Pupils with additional needs

We are aware that for some children with additional needs, returning to school after lockdown may cause additional anxiety or stress. Children with additional needs will be supported by the school inclusion team to ensure a smooth transition when returning to school. Mrs Ward has been working with our families to support children in their transition back into school. In some cases, children with additional needs may require a risk assessment to be completed.

Staff will continue to be responsive to the needs of individual pupils and additional support will be provided where necessary. Small group or 1:1 support may take a different form in the autumn term so that adults and children remain safe, for example, sitting side by side, staff and pupils working at a greater distance from each other, and working in different parts of the school building. Staff who are in close contact with individual children may wear PPE.

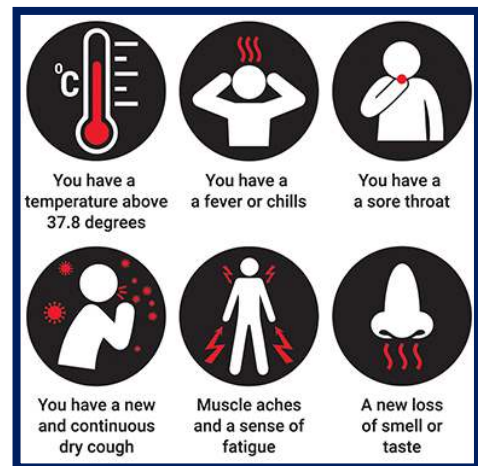
Children or staff suspected of having COVID-19

In line with DfE guidance, in the case of a suspected infection the school will:

- engage with the NHS Test and Trace process.

We ask that parents and staff inform the school immediately of the outcome of any test;

- manage confirmed cases of coronavirus (COVID-19) amongst the school community. The school will text or e-mail parents with a notification of a confirmed infection including which 'bubble' this may affect. We will not share the names or details of people suspected of having or conformed to have coronavirus;



- contain any outbreak by following local health protection team advice. For the avoidance of doubt, the new advice says that we 'must send home those people who have been in **close contact** with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

'Close contact' now means:

- face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin);
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual;
- travelling in a small vehicle, like a car, with an infected person.

- When a case is suspected in school, the child will be immediately isolated from other pupils and staff. Staff supervising these children should also try to ensure they remain two metres away while still aiming to provide the reassurance and care particularly young children will need. Enhanced PPE is available for these staff and older children may be offered a mask. The school will contact parents and request they collect their child from the school immediately.
- We ask that parents whose child has been identified as having a suspected case of COVID-19 should seek immediate medical advice.

The guidance says '*Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.*'

If no test is undertaken then we expect children to self-isolate according to the Public Health England guidance here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Households with a confirmed case of Coronavirus should follow the advice laid out by Public Health England here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> regarding isolation and should keep their school informed about their planned date of return following isolation.

In the event of a local authority (Milton Keynes) wide lockdown, the school would revert to an enhanced version of the arrangements which were in place during the nationwide lockdown.

Wrap around care – Kidz Club@Whitehouse

We will be offering Kidz club, our wrap around care club from **Monday 7th September.**

Due to expanding to 3 form entry in September, our Kidz Club will be operating from the main hall.



Wherever possible, we will try to keep children within their own bubbles with the same set of staff. However, this cannot be guaranteed and parents should be aware that children are likely to mix with a limited number of children outside their 'bubble' in Kidz club.

We have made the decision that this was justifiable given that the alternative is no provision at all for working parents. The children will sanitise their hands regularly and additional cleaning measures will be in place.

Booking is available up to an entire term, allowing you to select the days you require. Bookings and payments need to be made through **ParentMail** and by Wednesday for the following week to ensure a place for your child and adequate staffing levels. Please note, Kidz Club is very popular and sessions do book up in advance.

Session prices are listed below:

Early Drop off (8.00am - 8:30am) - £3.00

Breakfast Session - without breakfast (7.45am - 8.30am) - £4.00

Breakfast Session - includes breakfast (7:30am - 8:30am) - £5.50

After school short session - includes snack (End of school day - 5pm) - £6.00

After school long session - includes snack (End of school day – 5.30pm) - £8.50

After school full session - includes snack (End of school day - 6.00pm) - £10.00

Please email kidzclub@whitehouseprimary.co.uk to request a registration form.